

■ Addendum F – Sample Agenda for GB Meeting ■

YOUR SCHOOL GOVERNING BOARD

Wednesday, November xx, 20xx, 7:30 p.m.

Staff Room, School, Address

Agenda

1. Adoption of Agenda
2. Adoption of the Minutes of the Meeting of October xx, 20xx
3. Business Arising from the Minutes
 - 3.1 Approval of Internal Rules of Management
4. Public Question Period
5. Reports
 - 5.1 Sector Parents' Committee
 - 5.2 Treasurer's Report or GB Budget
 - 5.3 Principal
 - 5.4 Teachers
 - 5.5 Students
6. New Business
 - 6.1 The Educational Project
 - 6.2 Field Trip Approvals
 - 6.3 Success Plan Review
7. Varia
8. Correspondence
9. Adjournment – date of next meeting